

MARYLAND STATE DEPARTMENT OF EDUCATION
Family Child Care Provider Professional Development Plan for Continued Training

Name: _____

Date of Initial Registration: _____ For the year: _____

Guidelines for use:

- Each family child care provider is responsible for completing continued training each year of registration at the rate of 12 clock hours per year.
- The provider should use this tracking sheet to plan and carryout their individual training plan. It is intended that the provider will take training in a variety of Core of Knowledge areas each year depending on their professional development needs and interests.
- It is the responsibility of the provider to complete the professional development plan for their licensing file and keep it updated.
- If the provider is currently enrolled in college coursework any coursework related to early/elementary education may be used toward meeting the core of knowledge area training requirements.

Core of Knowledge - A minimum of ½ the training requirement per year of registration									
Plan to Complete (Date)	Training Title	Core of Knowledge Area(s)							Date Completed (attach copy of certificate)
		(indicate number of clock hours in the appropriate area/s)							
		CD	Curric	HSN	SN	PRO	Comm	Total	

Elective Training - Maximum of ½ the training requirement per year of registration			
Plan to Complete (Date)	Training Title	Number of Clock Hours	Date Completed (attach copy of certificate)

Other Required Training:	Title	Expiration Date	Date Completed
Type			
First Aid			
CPR			
SIDS Training			
Emergency Preparedness			